

DEPARTMENT OF EMPLOYMENT RELATIONS

GOVERNOR'S BUDGET RECOMMENDATIONS

Source of Funds	FY01 Adjusted Base	FY02 Recommended	% Change Over FY01	FY03 Recommended	% Change Over FY02
GPR	6,097,000	5,870,400	-3.7	5,870,400	0.0
PR-O	477,700	550,700	15.3	550,700	0.0
PR-S	285,700	285,700	0.0	285,700	0.0
TOTAL	6,860,400	6,706,800	-2.2	6,706,800	0.0

FULL-TIME EQUIVALENT POSITION SUMMARY

Source of Funds	FY01 Adjusted Base	FY02 Recommended	FTE Change From FY01	FY03 Recommended	FTE Change From FY02
GPR	80.05	80.05	0.00	80.05	0.00
PR-O	5.20	5.20	0.00	5.20	0.00
PR-S	0.75	0.75	0.00	0.75	0.00
TOTAL	86.00	86.00	0.00	86.00	0.00

AGENCY DESCRIPTION

The department is headed by a secretary who is appointed by the Governor and confirmed by the Senate. The department consists of four divisions: Merit Recruitment and Selection, Compensation and Labor Relations, Affirmative Action, and Administrative Services. The department's functions are to recruit and evaluate skilled staff for all state agencies, to develop and administer a compensation system for all state employees, and to negotiate labor agreements with unions representing state employee bargaining units.

MISSION

The mission of the department is to lead Wisconsin state government's innovative human resource system by recruiting and retaining a talented and diverse work force to ensure the best service to the public.

PROGRAMS, GOALS, OBJECTIVES AND ACTIVITIES

Program 1: Employment Relations

Goal: Build a skilled and diverse work force.

Goal: Strengthen partnerships.

Goal: Use information technology and human resources effectively and efficiently.

Goal: Lead work force planning.

Program 2: Affirmative Action Council

Goal: Build a skilled and diverse work force.

PERFORMANCE MEASURES

Prog. No.	Performance Measure	Actual 2000	Goal 2001	Goal 2002	Goal 2003
1.	Employ Shared Human Resources System to establish baseline data on sequences in state agency personnel recruitments to identify critical events and potential time reductions as a means to streamline future hiring processes.	Implemented in November 1999	To be determined	To be determined	To be determined
1.	Reduce employee turnover to provide a more stable work force for delivery of government services to the public.	No database exists	To be determined	To be determined	To be determined
1.	Limit to one year the state's liability for back pay in appeals of discharges.	No process currently in place	To be determined	50% of backlog cleared	100 % of backlog cleared
1.	Enhance state employment recruitment and retention by streamlining the state's job classifications closer to the national average of 1,890.	2,210	2,100	2,000	1,900
2.	Increase the number of minorities and women in state job groups in which they are currently underrepresented.	18 job groups underutilized by minorities and women	17 job groups underutilized by minorities and women	16 job groups underutilized by minorities and women	15 job groups underutilized by minorities and women

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RECOMMENDATIONS

1. Expenditure Authority for Training
2. Improving the Hiring and Recruitment Process
3. Legislative Per Diem Rates
4. Collective Bargaining for Members of the City of Milwaukee Police Force
5. Budget Efficiency Measures
6. Standard Budget Adjustments

ITEMS NOT APPROVED

7. On-line Application and Testing
8. Employee Assistance Coordinator
9. Training Coordinator Position

**Table 1
Department Budget Summary by Funding Source (in thousands of dollars)**

	ACTUAL FY00	ADJUSTED BASE FY01	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
			FY02	FY03	FY02	FY03
GENERAL PURPOSE REVENUE	\$5,824.4	\$6,097.0	\$6,175.3	\$6,236.3	\$5,870.4	\$5,870.4
State Operations	5,824.4	6,097.0	6,175.3	6,236.3	5,870.4	5,870.4
FEDERAL REVENUE (1)	60.8					
State Operations	60.8					
PROGRAM REVENUE (2)	854.7	763.4	910.5	917.0	836.4	836.4
State Operations	854.7	763.4	910.5	917.0	836.4	836.4
TOTALS-ANNUAL	6,739.9	6,860.4	7,085.8	7,153.3	6,706.8	6,706.8
State Operations	6,739.9	6,860.4	7,085.8	7,153.3	6,706.8	6,706.8

(1) Includes Program Revenue-Federal and Segregated Revenue-Federal
 (2) Includes Program Revenue-Service and Program Revenue-Other

**Table 2
Department Position Summary by Funding Source (in FTE positions) (4)**

	ADJUSTED BASE FY01	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
		FY02	FY03	FY02	FY03
GENERAL PURPOSE REVENUE	80.05	80.05	80.05	80.05	80.05
PROGRAM REVENUE (2)	5.95	6.95	6.95	5.95	5.95
TOTALS-ANNUAL	86.00	87.00	87.00	86.00	86.00

(2) Includes Program Revenue-Service and Program Revenue-Other
 (4) All positions are State Operations unless otherwise specified

**Table 3
Department Budget Summary by Program (in thousands of dollars)**

	ACTUAL FY00	ADJUSTED BASE FY01	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
			FY02	FY03	FY02	FY03
1. Employment relations	\$6,739.9	\$6,860.4	\$7,085.8	\$7,153.3	\$6,706.8	\$6,706.8
TOTALS	6,739.9	6,860.4	7,085.8	7,153.3	6,706.8	6,706.8

**Table 4
Department Position Summary by Program (in FTE positions) (4)**

	ADJUSTED BASE FY01	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
		FY02	FY03	FY02	FY03
1. Employment relations	86.00	87.00	87.00	86.00	86.00
TOTALS	86.00	87.00	87.00	86.00	86.00

(4) All positions are State Operations unless otherwise specified

1. Expenditure Authority for Training

Source of Funds	Agency Request				Governor's Recommendation			
	FY02		FY03		FY02		FY03	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	96,600	0.00	96,600	0.00	65,600	0.00	65,600	0.00
TOTAL	96,600	0.00	96,600	0.00	65,600	0.00	65,600	0.00

The Governor recommends increased funding for curriculum development in the department's Office of Employee Development and Training: (a) \$33,000 annually to provide basic supervisory development training courses; (b) \$10,000 annually to increase base level funding for training supplies and services costs; and (c) \$22,600 annually to provide additional advanced labor management training courses (\$10,600 in each year for LTE salaries and fringe and \$12,000 in each year for related supplies and services costs).

2. Improving the Hiring and Recruitment Process

The Governor recommends statutory and programmatic modifications to improve the hiring and recruitment process: (a) expansion of on-line application and testing for the state's classified work force; (b) increased delegation of day-to-day personnel business to state agencies; (c) pilot programs aimed at accelerating the recruitment process and attracting and hiring the most qualified job applicants; (d) elimination of the prohibition on recruiting and hiring out-of-state applicants for project positions and limited term appointments; and (e) enhanced career advancement opportunities within state government.

3. Legislative Per Diem Rates

The Governor recommends authorizing the department secretary to set the legislative per diem rate before the start of each biennial session, without approval of the Joint Committee on Employment Relations. The rate will be set based upon the federal per diem rate, which is adjusted annually by the United States General Services Administration. This change will ensure the legislative per diem rate is reviewed biennially and, if necessary, adjusted to keep pace with the cost-of-living in the City of Madison. The allowance recommended for the 2001-03 biennium is 90 percent of the federal per diem rate per day.

4. Collective Bargaining for Members of the City of Milwaukee Police Force

The Governor recommends authorizing an arbitrator to establish a system for conducting interrogations of members of the City of Milwaukee police force. Under this system, interrogations will be limited to working days (Monday-Friday) between the hours of 7:00 a.m. and 5:00 p.m. This change will ensure police force members obtain meaningful legal representation during interrogations.

5. Budget Efficiency Measures

Source of Funds	Agency Request				Governor's Recommendation			
	FY02		FY03		FY02		FY03	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
GPR	0	0.00	0	0.00	-304,900	0.00	-304,900	0.00
TOTAL	0	0.00	0	0.00	-304,900	0.00	-304,900	0.00

The Governor recommends reducing the agency's largest GPR state operations appropriation in the amounts shown to create additional operational efficiencies. If within 90 days of the publication of the budget bill the agency submits a plan to the Department of Administration and the Joint Committee on Finance to reallocate some or all of the reductions to other sum certain state operations appropriations within the agency, the secretary of the Department of Administration will forward any approved reallocation plans to the Joint Committee on Finance for its review and approval.

6. Standard Budget Adjustments

Source of Funds	Agency Request				Governor's Recommendation			
	FY02		FY03		FY02		FY03	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
GPR	78,300	0.00	78,300	0.00	78,300	0.00	78,300	0.00
PR-O	6,700	0.00	6,700	0.00	7,400	0.00	7,400	0.00
TOTAL	85,000	0.00	85,000	0.00	85,700	0.00	85,700	0.00

The Governor recommends adjustments to the agency's base budget for: (a) turnover reduction (-\$106,600 in each year); (b) full funding of continuing position and salaries and fringe benefits (\$174,700 in each year); (c) reclassifications (\$3,400 in each year); (d) BadgerNet increases (\$1,100 in each year); (e) fifth week of vacation as cash (\$7,400 in each year); and (f) full funding of lease and directed moves costs (\$5,700 in each year).

ITEMS NOT APPROVED

The following requests are not included in the Governor's budget recommendations for the Department of Employment Relations.

Decision Item	Source of Funds	FY02		FY03	
		Dollars	Positions	Dollars	Positions
7. On-line Application and Testing	GPR	0	0.00	61,000	0.00
8. Employee Assistance Coordinator	PR-S	19,500	0.50	26,000	0.50
9. Training Coordinator Position	PR-O	24,300	0.50	24,300	0.50
TOTAL OF ITEMS NOT APPROVED	GPR	0	0.00	61,000	0.00
	PR-O	24,300	0.50	24,300	0.50
	PR-S	19,500	0.50	26,000	0.50